

**CITY COUNCIL  
STUDY SESSION MINUTES  
July 10, 2012**

The Business/Study Session of the Monroe City Council was held on July 10, 2012, in the Council Chambers at City Hall. Mayor Robert Zimmerman called the meeting to order at 7:00 p.m.

Councilpersons present: Goering, Cudaback, Williams, Kamp, Davis, and Gamble.

Councilperson Absent: Hanford

Staff present: Brazel, Feilberg, Nelson, Ginnard, Roberts, Bertrand, Sax, Popelka, and Martinson.

City Attorney Zach Lell was not present.

The meeting was opened with the Pledge of Allegiance.

**COMMENTS FROM CITIZENS**

Gloria Shofner, 17658 Stanton Street SE, Monroe, addressed Council about fireworks, and would like to see them become illegal in Monroe and just have one fireworks show for everyone in Monroe.

**BUSINESS & ACTION ITEMS**

**ANNOUNCEMENTS & PRESENTATIONS**

**1. Confirm Mayor's Appointments:**

**A. Planning Commissioner/Dian Duerksen**

**B. Library Board Member/Michael Mates**

Mayor Zimmerman gave the backgrounds of Dian Duerksen and Michael Mates and asked for Council's support by confirming his appointments.

Mayor Zimmerman introduced Ms. Duerksen.

The motion was made by Councilperson Goering and seconded by Councilperson Cudaback, to confirm the Mayor's appointment of Dian Duerksen to the Planning Commission. On vote,

Motion carried 6/0.

Mayor Zimmerman introduced Mr. Mates, who stated that he is happy to be in Monroe and is looking forward to participating on the Library Board.

The motion was made by Councilperson Cudaback and seconded by Councilperson Gamble, to confirm the Mayor's appointment of Michael Mates to the Library Board. On vote,

Motion carried 6/0.

## **2. Presentation: Fire District #3 Levy/Chief Silva**

Mayor Zimmerman introduced Chief Jamie Silva, who gave a presentation explaining that purpose of the levy. The levy is needed, due to the loss of revenue from property taxes. It would maintain the same level of service they currently have; it doesn't add anything new. He explained the layoffs, service issues, and fire station closure that will occur, if the levy doesn't pass voter approval.

## **CONSENT AGENDA**

Councilperson Gamble pulled item #3 (Bills) from the Consent Agenda.

- 1. Ordinance to Issue 2012 GO Refunding Bonds/2nd & Final Reading**
- 2. Authorize Mayor to Sign Interlocal Agreement between Snohomish County and City of Monroe for Auto Theft Task Force Services**

The motion was made by Councilperson Williams and seconded by Councilperson Cudaback, to approve Consent Agenda items #1 & #2 (as listed above). On vote,

Motion carried 6/0.

Councilperson Gamble explained that, under an abundance of caution, he would not be voting on Consent Agenda item #3, since there is a bill from his employer included; he departed Council Chambers at 7:20 p.m.

## **3. Bills**

The motion was made by Councilperson Goering and seconded by Councilperson Kamp, to approve Consent Agenda #3 (Bills). On vote,

Motion carried 5/0.

Councilperson Gamble returned to Council Chambers at 7:21 p.m.

## **NEW BUSINESS**

### **1. Private Use of City Property**

Public Works Director Feilberg explained that some residents in the area of Lakeview Drive were encroaching on City property by building sheds, planting gardens, and putting in trampolines, which is obstructing access and limiting the City's ability to maintain the drainage ditch. He explained the options that staff had discussed and asked Council for their direction.

After discussion, the motion was made by Councilperson Cudaback and seconded by Councilperson Goering to go with Option #1, and direct staff to notify the property owners in question that, within a specified time/date, they are to remove all items restricting access to and/or encroaching on City property. If said items aren't removed by the deadline, charges for removal will be levied if the City needs to complete the work on their behalf. On vote,

A friendly amendment was made by Councilperson Goering, the seconder of the

motion, and accepted by the maker of the motion, to give homeowners 45 days for removal of encroaching items. On vote,

Motion carried 6/0.

## **FINAL ACTION**

### **1. Ordinances Adopting Comprehensive Plan Amendments/Proposed Land Use Element Text/2nd & Final Readings:**

#### **A. FirstAir Field**

Councilperson Cudaback recused herself, as her employer owns property in the airport overlay area, and departed Council Chambers at 7:37 p.m.

Planning & Permit Manager Popelka gave a brief overview and presentation on the proposed Comprehensive Plan Amendment pertaining to FirstAir Field.

Public Works Director Feilberg read a statement into the record noting that Monroe currently has approximately 740 acres of land designated as either Limited Open Space, mostly in private ownership, or Parks/Open Space in public ownership.

After discussion, the motion was made by Councilperson Goering and seconded by Councilperson Williams, to accept as second and final reading Ordinance #016/2012 amending the land use designation in the vicinity of FirstAir Field. The full title as read into the record by City Administrator Brazel: *AN ORDINANCE OF THE CITY OF MONROE, WASHINGTON RELATING TO THE 2012 COMPREHENSIVE PLAN AMENDMENTS; AMENDING THE LAND USE DESIGNATION IN THE VICINITY OF FIRSTAIR FIELD, ESTABLISHING A DEFINITION FOR THE LIMITED OPEN SPACE AIRPORT LAND USE DESIGNATION AND AMENDING THE LAND USE ELEMENT WITH SUPPORTING TEXT (CPA2012-01); PROVIDING FOR SEVERABILITY; AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.* On vote,

Motion Carried 5/0.

Councilperson Cudaback returned to Council Chambers at 7: 41 p.m.

#### **B. North Kelsey Development Plan and Downtown Master Plan**

Planning & Permit Manager Popelka gave a brief overview/update on the proposed Comprehensive Plan Amendment pertaining to the North Kelsey Development Plan and Downtown Master Plan.

After discussion, the motion was made by Councilperson Goering and seconded by Councilperson Gamble, to accept as second and final reading Ordinance #017/2012 to repeal the adoption by reference of the North Kelsey Development Plan and the Downtown Master Plan, and amending the land use element related to North Kelsey and the Downtown Area. The full title as read into the record by City Administrator Brazel: *AN ORDINANCE OF THE CITY OF MONROE, WASHINGTON RELATING TO THE 2012 COMPREHENSIVE PLAN AMENDMENTS; AMENDING ORDINANCE 015/2003 TO REPEAL THE ADOPTION BY REFERENCE OF THE NORTH KELSEY DEVELOPMENT PLAN, AMENDING ORDINANCE 036/2008 TO REPEAL THE ADOPTION BY REFERENCE OF THE DOWNTOWN MASTER PLAN, AND AMENDING THE LAND USE ELEMENT WITH SPECIFIC GOALS AND POLICIES RELATED TO NORTH KELSEY AND THE DOWNTOWN AREA (CPA2012-B); PROVIDING FOR SEVERABILITY; AND FIXING A TIME*

WHEN THE SAME SHALL BECOME EFFECTIVE. On vote,

Motion Carried 6/0.

### **C. East Monroe**

Planning & Permit Manager Popelka gave a brief overview/update on the proposed Comprehensive Plan Amendment pertaining to East Monroe.

As Councilperson Cudaback was out of the room the first time the statement was read, Public Works Director Feilberg read the statement again noting that Monroe currently has approximately 740 acres of land designated as either Limited Open Space, mostly in private ownership, or Parks/Open Space in public ownership.

After discussion, the motion was made by Councilperson Goering and seconded by Councilperson Davis, to accept as second and final reading Ordinance #018/2012 amending the land use designation of East Monroe and amending the land use element with supporting text. The full title as read into the record by City Administrator Brazel: *AN ORDINANCE OF THE CITY OF MONROE, WASHINGTON RELATING TO THE 2012 COMPREHENSIVE PLAN AMENDMENTS; AMENDING THE LAND USE DESIGNATION OF CERTAIN PROPERTY LOCATED NORTH OF US-2 NEAR THE EASTERN CITY LIMITS, COMMONLY KNOWN AS THE EAST MONROE AREA, FROM LIMITED OPEN SPACE (LOS) TO GENERAL COMMERCIAL (GC); AMENDING THE EASTERN CITY LIMITS/US-2 AND RIVMONT RIDGE DESCRIPTION IN THE "CITY OF MONROE IN A LAND USE CONTEXT" SECTION OF THE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN; AMENDING THE EXISTING LAND USES WITHIN THE CITY AND UGA" SECTION OF THE LAND USE ELEMENT ON PAGE LU-20; AMENDING POLICY LUP 1.1 OF THE LAND USE ELEMENT REGARDING THE DEFINITIONS OF LIMITED OPEN SPACE AND GENERAL COMMERCIAL; AMENDING LAND USE GOAL 4 OF THE LAND USE ELEMENT REGARDING PRESERVATION OF AGRICULTURAL LANDS; ADOPTING LEGISLATIVE FINDINGS SUPPORTING THE AMENDMENTS; PROVIDING FOR SEVERABILITY; AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.* On vote,

Motion Carried 4/2.

Councilpersons Cudaback and Gamble were opposed.

### **2. Authorization to Proceed with Right-Of-Way Purchase/East Fremont Street Utility Replacement Project**

Public Works Director Feilberg gave a brief overview, explaining that the consultant estimated that it would cost approximately \$56,000 to purchase the right-of-way; however, final cost is dependent on negotiations with each individual property owner. After negotiations, they would return to Council for final approval.

After discussion, the motion was made by Councilperson Williams and seconded by Councilperson Cudaback, to authorize staff to proceed with negotiations to purchase the necessary right-of-way for the East Fremont Street Utility Replacement Project. On vote,

Motion Carried 6/0.

### **3. Resolution Adopting Reserve Policy**

Finance Director Nelson gave a brief update explaining that the policy had been worked on by staff and the Council Finance Committee. Having a reserve policy is

very important and would protect the City in the future during economic downturns.

After discussion, the motion was made by Councilperson Williams and seconded by Councilperson Goering, to change the fund #001 General Fund Reserve to add language to cap it at 1%.

After a suggestion by Mayor Zimmerman to approve the resolution including the proposed changes, the maker and the seconder both agreed to rescind the motion.

After additional discussion, the motion was made by Councilperson Williams and seconded by Councilperson Goering, to approve Resolution #2012/018 adopting the Reserve Policy with the recommended changes. On vote,

Motion Carried 6/1.

Councilperson Cudaback was opposed.

**4. Resolution Declaring Council's Use of Funds from Land Sales**

Finance Director Nelson gave a brief update explaining that this resolution was also brought forward by the Council Finance Committee. She explained the three sections pertaining to land sales.

After discussion, it was determined that this item would be brought back after appropriate changes were made based on the Reserve policy and other changes suggested by Council.

The motion was made by Councilperson Kamp and seconded by Councilperson Goering, to approve the extension past 8:00 p.m. of the business portion of the meeting. On vote,

Motion carried 6/0.

MEETING RECESSED INTO STUDY SESSION: 8:43 P.M.

**STUDY SESSION**

**1. Discuss Proposed Resolution Amending Comprehensive Plan Amendment Procedures**

Public Works Director Feilberg gave a brief overview explaining that the proposed changes to Comprehensive Plan Amendment procedures would speed up time for applicants and refine the process.

City Administrator Brazel explained that the new process would also save staff time.

Planning and Permit Manager Popelka affirmed that the proposed procedural changes would be more efficient for staff and save time for the applicants.

Questions from Council were answered. This item will be brought back to Council on July 17, 2012 for final action.

## 2. Department Reports

Mayor Zimmerman noted the Police Department Report.

Economic Development Manager Sax reported that he has received comments that school mitigation fees in Monroe are too high. The School District is willing to look at the formula. He also reported that there is a 149-lot development applicant coming in for a pre-development meeting. He also noted that the sign code committee is also going to be working on the sign code again.

Planning and Permit Manager Popelka reported that the County Council approved the Roosevelt Ridge annexation. The resolution will be brought to Council next week for a call to election.

Director Feilberg reported that construction on the water main and the road widening project will be starting at Main and Highway 2.

Mayor Zimmerman invited Council to submit messages for the newsletter. He would also like Council to consider how often they would like the newsletter to go out to the citizens. It costs \$1800 to print and post. This will come back to Council for further discussion.

Council consensus was to cancel the August 7<sup>th</sup> meeting, due to *Night Out Against Crime*.

## 3. Draft Agenda/July 17,2012


City Administrator Brazel presented the draft agenda for July 17, 2012.

The H30 Cable Park Agreement was moved from the Consent Agenda to Final Action.

Mayor Zimmerman explained that Monroe's *Night Out* is one of the largest.

Councilperson Cudaback reported that there is still a whooping cough epidemic and encouraged everyone to get their booster shot.

MEETING ADJOURNED: 9:17 p.m.

  
Robert G. Zimmerman, Mayor  
Eadye Martinson, Deputy City Clerk